

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 01/13/15

CLOSING DATE: 01/23/15 (4:30 PM)

SCDC INTERNAL TITLE: CPL II

SCDC POSITION #: 012026

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: A2 WORK TIME: 0600 PM - 0600 AM

LOCATION: PERRY CORRECTIONAL INSTITUTION, PELZER (GREENVILLE) LEVEL 3

STATE JOB TITLE: CORRECTIONAL OFFICER II

STATE JOB CLASS: JD35

BAND: 04 SALARY RANGE \$ 026139 - \$ 048361

SPECIAL INCENTIVE: YES

LEVEL: B SALARY RANGE \$ 027191 - \$ 043047 SCEIS POSITION #: 61018115

STATE OF SC MINIMUM TRAINING AND EXPERIENCE REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND EXPERIENCE IN CORRECTIONAL,
SECURITY OR POLICE WORK.

AGENCY PREFERRED QUALIFICATIONS:

EIGHTEEN MONTHS EXPERIENCE IN CORRECTIONAL, SECURITY OR POLICE
WORK. INCUMBENT MUST SUCCESSFULLY COMPLETE BASIC CERTIFICATION
TRAINING AT THE S.C. DEPT. OF CORRECTIONS TRAINING ACADEMY
WITHIN SIX MONTHS OF BEING IN THE POSITION.

DESCRIPTION OF DUTIES:

ASSISTS SERGEANT II IN EVALUATING OFFICER DUTY PERFORMANCE. PROVIDES
DIRECT SUPERVISION TO SUBORDINATE OFFICERS. REVIEWS REPORTS WRITTEN
BY OFFICER II AND TAKES APPROPRIATE ACTION. INVESTIGATES INMATE
COMPLAINTS AND TAKES APPROPRIATE ACTION. INSTRUCTS AND COUNSELS
OFFICERS CONCERNING DUTY REQUIREMENTS. INSTRUCTS AND COUNSELS INMATES
AS REQUIRED. RELIEVES SERGEANT II AS REQUIRED. MONITORS INMATE
MOVEMENT WITHIN THE INSTITUTION.

COMMENTS:

SHIFT SUBJECT TO CHANGE

TWO POSITIONS WILL BE FILLED FROM THIS ANNOUNCEMENT (A2 & B2 SHIFTS)